Executive Committee

Jared Vega, Planning Council Chair

Thursday, May 5, 2011

5:00 pm to 6:30 pm

Public Health

4041 North Central Avenue, Phoenix

14th Floor, Training Room

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Meeting Minutes

Attendance

Committee Members   *AT: Attended   AB: Absent   EX: Excused   ALT: Alternate Present*

AT	Jared Vega	AT	Juan Carlos Perez	AT	Keith Thompson	EX	Mary Rose Wilcox *alt: Mark Kezios*
EX	MiAsia Pasha	AT	Randall Furrow	AT	Ron Hill		

Administrative Agent Staff

Rose Conner   Jen Hawkins

Guests

Support Staff: John Sapero

Welcome, introductions and declarations of any conflicts-of-interest

Jared Vega called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Jared Vega determined that quorum was established with five of seven members present at 5:00 pm.

Review of the minutes and action items from the prior committee meeting

The committee silently reviewed the summary minutes from the April 7, 2011 meeting. No corrections were voiced.

Administrative Agent update

Rose Conner provided a utilization report and discussed:

- The GY 2010 grant closeout has been completed. $357,000 is being returned to HRSA (the funds that were earmarked to be reallocated to ADAP). The EMA will meet HRSA's 75/25 spending requirements, and a carryover request will be submitted.
- HRSA has not announced GY 2011 awards. All providers have been funded by a partial grant award through June, 2011.
- ADAP Assist has 101 clients either enrolled in the program or in-process. A revised enrollment estimate of 200 total clients is projected. Part A will need to consider primary medical care funding once these clients are enrolled, as the clients will no longer need Part A-funded medical care.
- The RFP for Outpatient Ambulatory Medical Care is still awaiting HRSA approval
- The Part A program met with case management providers to discuss how to meet the new Part A Program Standards
- The Part A program has hired a new Administrative Assistant.

Council Chair Update

Jared Vega discussed that he had learned that the hotel that was booked for the cancelled Learn+Link+Live event has allowed the Council to reschedule the event.

Review of Planning Council Committee Structure and GY 2011 Meeting Schedule

Keith Thompson discussed that the Rules Committee met and had a lengthy discussion regarding the issue. The committee recommends that the CHPS and Allocations Committees conduct a joint, back-to-back meeting, and that the Membership and Education & Empowerment Committees meet back-to-

back as well. This could be piloted to see if each set of committees could eventually combine. Keith noted that this would balance the membership of the CHPS and Allocations.

MOTION: Keith Thompson moved to forward the Rules Committee recommendation to the full Planning Council for approval. Randall Furrow seconded.

DISCUSSION: Ron Hill discussed that he was concerned that a back-to-back schedule may prove challenging to manage, especially during event planning.

OUTCOME: The motion passed.

Committee Reports

Allocations: No report was provided.

Community Health Planning & Strategies Committee: No report was provided.

Education & Empowerment: Ron Hill discussed the committee will discuss revising the types of events that are typically planned.

Membership: Ron Hill discussed the committee has three new applicants to interview.

Rules: No additional report was provided.

Standards: John Sapero discussed he has requested information from the Quality Management staff to determine if the committee should meet.

Determination of agenda items for the next Planning Council meeting

Planning Council Agenda Items (in addition to the recurring agenda items)

Committee Structure – discussion/vote
Committee presentations – what commonalities joint committees might have
Client Education Activities – John Sapero

Action Items to be completed by the next meeting:

Task	Assigned To

Current events summaries

No comments were voiced.

Call to the public

No comments were voiced.

Adjourn

The meeting adjourned at approximately 5:44 pm.